

## **Minutes of the Combined Health and Human Services Committee/Board Meeting**

**Thursday, January 27, 2005**

Chair Duane Stamsta called the meeting to order at 1:06 p.m.

**Committee Members Present:** Supervisors Joe Griffin, Duane Stamsta, Andy Kallin, Jim Jeskewitz, Bill Kramer, Sandy Wolff. **Absent:** Supervisor Joe Griffin. Supervisor Kallin left the meeting at 4:30 p.m.

**Board Members Present:** Citizen Members Dennis Farrell (Chair), Dick Wutt, Dr. John Guy, JoAnn Weidmann, Mike O'Brien and Supervisors Duane Paulson, Vera Stroud, Duane Stamsta, **Absent:** Supervisors Mareth Kipp and Joe Griffin.

**Also Present:** Legislative Policy Advisor Dave Krahn, Health & Human Services Director Peter Schuler, Health & Human Services Deputy Director Don Maurer, Senior Services Director Cathy Bellovary, Program and Projects Analyst Barbara Woyak, Adolescent and Family Services Manager Pat Voss, Criminal Justice Collaborating Council Coordinator Shelly Cyrulik, Environmental Health Manager George Morris, Environmental Health Supervisor Steve Korthof, Environmental Health Supervisor Mike Radomski, Clinical Services Manager Mike DeMares, Health & Human Services Principal Systems Analyst Ann Christman, Senior Financial Analyst Andy Thelke, Office Services Coordinator Windy Jicha.

### **Committee Agenda Items**

#### **Approve Minutes of December 16, 2004**

**MOTION:** Kramer moved, Wolff second, to approve the minutes of December 16, 2004. Motion carried: 6-0.

#### **Legislative Update**

Krahn said he believes there will be a freeze in Community Aides again. Counties can expect Juvenile Youth Aides to be frozen and costs for juveniles in state detention centers to increase. The majority of counties will have referendum questions on the ballot this spring to ask what body of government should pay for what services. These questions are a means to start discussions by constituents, look at how our tax system works and find ways to improve it. The budget will be introduced on February 8<sup>th</sup>.

#### **Future Agenda Items**

- The National Children's Study

#### **Announcements**

Maurer commented on the Milwaukee Journal Sentinel article about an elderly Albanian woman with an expired VISA who suffered a stroke while living in Waukesha County. The article did a good job laying out the issue. Under Title 19 illegal immigrants are eligible for emergency services. Once they are through with emergency services, there are no provisions for them on Title 19. State law doesn't cover the medical expenses of illegal immigrants but designates services to be provided by the counties. Funding for her extended health care needs will come from tax levy.

### **Executive Committee Report of 1-10 & 1-17**

Stamsta reported that the committee discussed and considered the following items at the January 10<sup>th</sup> meeting: three appointments, a presentation by the WCEDC, a presentation encouraging Waukesha County to join the Wisconsin Local Government Telecommunications Coalition and information on a UW-Extension grant for the Youth Gardening and Farmer's Market Project.

### **Meeting Approvals**

MOTION: Kramer moved, Kallin second, to approve attendance of the HHS committee to attend the WCHSA Annual Spring Conference on May 11<sup>th</sup> in Elkhart Lake. Motion carried: 6-0

MOTION: Weidmann moved, Wutt second, to approve attendance of the HHS board to attend the WCHSA Annual Spring Conference on May 11<sup>th</sup> in Elkhart Lake. Motion carried: 8-0

### **Board Agenda Items**

#### **Approve Minutes of October 28, 2004**

MOTION: Wutt moved, Guy second, to approve the minutes of the December 16, 2004 meeting. Motion carried: 8-0.

### **Announcements**

- Weidmann said the Waukesha County Health Council is holding a heart healthy initiative at WCTC on February 18. She will provide more information as it becomes available.
- Weidmann said the Wisconsin Public Health Association will hold its annual conference on May 17<sup>th</sup> and 18<sup>th</sup>. The conference will feature a track detailing pertinent details board members deal with. She encouraged everyone to attend.
- Wutt said he will be gone from March 2 through March 16 and unable to attend meetings.
- O'Brien said he will be gone March, April and part of May and unable to attend meetings.

### **Advisory Committee Reports**

Farrell said his committee is working on goals and objectives. The following dates have been tentatively set for meetings: March 7, April 7 and April 21. The public hearing will take place in April.

### **Meeting Approvals**

MOTION: Weidmann moved, Stamsta second, to approve attendance of the HHS Board at the Wisconsin Health Association Conference in May. Motion carried 8-0.

### **Committee Agenda Items**

#### **Amendment to the 2005 Aging Unit Plan for Older People**

Bellovary said after their submission of the 2005 Amendment to the Southwestern Wisconsin Area Agency on Aging, they were notified of an increase in their 2005 Older Americans Act Allocations. She distributed handouts that outlined the changes to the plan.

Woyak outlined the changes to the 2005 Aging Unit Plan for Older People in the handout. She said it is unusual to receive notice of increased funding. They are required to amend their plan indicating these changes. At this time, they are not making plans to use these funds but will make plans once they

receive word of the total allocation. The total increase to the Aging Unit Plan is \$22,287. Increases by the Older Americans Act Title include: Title IIIB: \$10,174 Supportive Services, Title IIIC-1: \$370 Congregate Meals, Title IIIC-2: Home delivered meals, Titled IIID: \$167 Health Promotion/Disease Prevention and Titled IIIE: \$5,052 Care Giver Program.

MOTION: Kramer moved, Kallin second, to approve the amendment to the 2005 Aging Unit Plan for Older People. Motion carried: 6-0.

### **Ordinance 159-O-115 - Reauthorize the Use of the Secure and Non-Secure Detention Facilities for Short Term Detention**

Voss said this ordinance reauthorizes the Juvenile Court of Waukesha County, Juvenile Division and the HHS to use a 72-hour hold at the Juvenile Center to detain youth adjudged delinquent without the need for an additional court hearing. The 72-hour hold is limited and can only be used as a consequence of violating terms of a dispositional order. The ordinance reauthorizes the 72-hour hold option until June 20, 2006. The provision will sunset at that time if not renewed by the County Board. The sunset provision will allow more time for review of the 72-hour hold impact prior to reauthorization.

MOTION: Kallin moved, Wolff second, to approve Ordinance 159-O-115. Motion carried: 6-0.

### **Joint Committee/Board Agenda Items**

#### **Criminal Justice Collaborating Council Update**

Cyrulik said they have created two additional subcommittees. The Juvenile Justice Subcommittee will investigate the juvenile justice system and schools. The Orders to Produce Subcommittee will examine policies, procedures, cost of transporting inmates to Waukesha County from other locations for court appearances, etc. Members of the CJCC have been meeting with state cabinet members Marotta, Frank and Nelson to share information about the CJCC and discuss ways the Council can work with the state. They hope to continue dialogs with state connections.

The Alcohol Treatment Court Planning Council met in December and decided to seek federal grant funding to implement the court. MADD is interested in this group and a representative is attending the meetings. The Alcohol Treatment Court Planning Council is preparing a strategic plan. In 2005 they want to evaluate current programming including looking at the data, performance measures and program goals. Currently, they are hindered by the Spillman conversion. The system went live one year ago today and they have not received data from it in more than a year. This is a huge obstacle. Information Systems is working on the issues.

Schuler said they want to show the results of what they do but we are unable to do that. A year ago they were able to produce data showing the results of the programs but not now.

Cyrulik said there's a work group lead by Judge Riley investigating video conferencing. Several groups will be focused on this topic. The Community Corrections Committee is looking at creating a one-stop shopping center where certain populations of offenders can go for services. The plan is to help offenders from returning to jail. It would be similar to a day reporting center and would offer educational and vocational services.

Stamsta asked if the committee could we get a list of what crimes were committed by the people in the jail? Schuler said we are not able to get current information on this. Cyrulik said we have data from 2002 and 2003 and are confident in the data. We have great historical data but are unable to get current data. They would like to be able to go into the jail at any given time and get a “snapshot” of statistics on the current population.

O’Brien asked what types of populations would you serve and what services would you offer through a day reporting center? Schuler said violent felons would not be considered for the program. Persons charged with OWIs, operating after suspension/revocation, low-level property offenses such as worthless checks and retail theft, etc. There are a lot of women who fit into this population. The plan is to reduce recidivism by offering services and programs to keep people in society. They want to examine the data and design programs according to the need. They are looking into using the house on Northview for this programming. Cyrulik said this is a long-term plan that will take time to develop.

Weidmann asked if the data could be resurrected once the problem is solved? Cyrulik said they anticipate losing the first three weeks of data after the conversion. Data is only as good as it is entered. The Sheriff’s Department has admitted they have a problem with uniform data entry. They need to be more consistent.

Paulson asked if video conferencing is being utilized? Cyrulik said yes but she doesn’t know how much. There are some communication problems with the state.

Cyrulik said the Juvenile Justice Committee recently formed a subcommittee to investigate 17-year-olds in the adult and juvenile systems. In 2005 the Juvenile Justice Committee wants to investigate collection of restitution, and data collection, interpretation and analysis. One of the top priorities of both the Data and Information Committee and Information Systems is a central repository of data or a criminal justice data warehouse. The development of this system was delayed when the District Attorney’s Office switched computer systems. Eventually, we want everyone to store data in the data warehouse.

Priorities of the Jail Utilization Committee are video conferencing, community corrections and electronic monitoring.

Schuler said the current economics help pace the success of these programs. There are things we want to do but there is no money to produce them. It is a frustrating experience.

### **Environmental Health Update and 2005 Budget Status**

Morris distributed hard copies of and presented a PowerPoint presentation entitled “Waukesha County Department of Parks and Land Use, 2004 Environmental Health Division Program Summary.” The presentation/handout included statistical information on the following programs: sanitary permits, site evaluations, water samples, licensing and inspections of restaurants, retail food, recreational and lodging facilities, humane animal, site assessments for parkland, road projects and tax delinquent and regulatory reporting. The presentation/handout outlined 2004 environmental health revenues, algae and the West Nile Virus.

Morris explained how they moved staffing and workload in their department to better handle the workflow in the licensing area. The changes were prompted by increased work in the licensing area, state mandated school inspections, findings of an internal audit, retirement of a senior staff member, a

new hire and state mandates. Because a position was taken from the well and septic division of the department to help with licensing, they anticipate less timely service in well and septic.

Weidmann said she thinks there needs to be a better link between environmental health and bioterrorism.

### **Comprehensive Community Services Update**

DeMares distributed and explained a handout titled WCDHHS Comprehensive Services Delivery Overview. The state put out an application for counties to apply for reimbursement for a share of federal funds. This will allow counties to provide services such as clubhouse, housing support, services to group homes, etc. and get reimbursed for them. The first page of the handout shows what happens when a client applies for this benefit. Pages two and three of the handout outline the available psychosocial rehabilitation services for clients under this benefit.

DeMares said this is a draft of what we would send to the state showing what services Waukesha County would bill for. This program is for individuals who fall between the cracks or are in day hospitals and allow us to get reimbursed for services we presently provide. Two counties have already been certified. We will start small with 50 clients in 2005. The state will be looking at applications to see if counties have covered issues such as recovery and customer service. We will have a coordinating committee in place to review these services. The big difference with this plan is that you don't have a set rate for services and it allows us to charge actual costs for these programs. We will be able to bill actual cost for these programs not a state-decided amount. This program will allow the county to get 60% of the state's share of federal funding and give us money for programs that we are already providing. Because of this different billing process, we may reduce some current services and replace them with services that fit into this program. We won't be adding more services or clients.

DeMares said we need a resolution from the HHS Committee and Board stating the county is willing to provide 40% of the funds needed to run these programs. We need to get a new Medicaid license to run this program. This doesn't need to go to the entire County Board just the HHS Committee and Board.

Stamsta asked if we put this on a future agenda, would a motion suffice to get this moving? DeMares said that would work.

Schuler said we have other programs funded this way such as CSP and CIP 1B. The state maintains that this is a way to bring funds to local governments from the federal government to make up for the fact the state doesn't give us the funding they should. This is good for mental health.

### **Homeless Outreach Grant**

DeMares said the State of Wisconsin offered counties the opportunity to apply for a grant for homeless mentally ill people not to exceed \$25K. One focus of the grant is to reintegrate people leaving the jail into the community. The Shirley Program is a good example of this type of program. We would like to expand the program and help people who will be potentially homeless when they get out of jail. This program will help to save money and reduce recidivism. We submitted the grant application to DOA, DOA approved the application and the grant will be submitted today. The state has indicated there may be additional money for this program in future years.

Schuler said the CJCC provided a letter of support for this program to be submitted with the grant. This money would augment money we have requested from the Council in 2005. There is a very short turnaround on this grant.

### **Future Shadowing Experiences or Site Visits for New Committee Members**

Farrell said the members received a handout outlining shadowing experiences. This is open to experienced and new members of the committee or board. He has done this and it was a great experience.

MOTION: Kallin moved, Kramer second, to approve mileage for the HHS Committee to participate in the shadowing/site visit program. Motion carried: 6-0.

MOTION: Weidmann moved, Wutt second, to approve mileage for the HHS Board to participate in the shadowing/site visit program. Motion carried: 8-0.

### **Information Systems Update**

Christman distributed and reviewed two handouts: "HHS Data Overview 01/27/2005" and "HHS Project Status as of 01/27/2005."

The handout titled "HHS Data Overview" illustrates how all the computer systems in HHS are linked. Christman described each system and how data flows between the systems. Next Christman reviewed the second handout. This handout lists the project names, subprojects, priority rating, status, original target date, completion date, business impacts/risks, comments and costs if not completed. The group discussed at length and with great concern the fact that the table indicates many projects are rated as critical, urgent or high priority, are not scheduled and are past their original target completion date. Of the 33 listed subprojects, eight have been completed. Two of the eight completed projects were completed on time. The chart also indicates that 22 of the 33 total projects are behind schedule. The committee/board was concerned with the risk the county could incur and affect on payments due to these projects not being completed on time. Christman said many of the completion deadlines for these projects are set by outside sources.

Paulson asked how are other counties doing keeping up with all these technological changes and implementations? DeMares said very few counties are dealing with HIPAA on time. We will make good faith efforts to complete these projects. There are many complexities with these systems. There are issues related to HIPAA Privacy that were due to be completed a year ago. This is a universal problem. Governments aren't able to apply unlimited resources to comply with HIPAA like private business. Several extensions have been granted. The state just realized that SACWIS also falls under HIPAA rules. If Biagioli was here, he would say that for some things IS has put additional resources into projects and some things need more resources. There are times when additional IS resources are put into projects but HHS doesn't have the staff available to keep the projects on schedule. There needs to be coordination between the departments so there is enough staffing in both departments for each step of the projects. You shouldn't have to beef up staff to deal with automation.

Christman said they need to work with IS staff to look at all the projects at a high level and decide which are the most critical, what resources are available, etc. The current priority ratings in the handout were decided with help from IS staff members. They need to work with IS on communication and scheduling issues so both departments are ready to handle a project before it begins. There are

times when IS finishes a piece of a project and sends it to HHS for testing but HHS doesn't have the necessary staff available to test.

Stamsta said the Information Management Panel should be working diligently on this. Paulson said this is something we've discussed and need to work on.

Supervisor Kallin left the meeting at 4:30 p.m.

**National Association of Local Boards of Health**

Weidmann said she strongly believes Waukesha County should join the National Association of Local Boards of Health. Membership costs \$95 per year and would bring many benefits.

MOTION: Wutt moved, Stroud second, to approve membership in the National Association of Local Boards of Health. Motion carried: 8-0.

**Motions to Adjourn**

MOTION: Kramer moved, Jeskewitz second, to adjourn the meeting of the Health and Human Services Committee at 4:45 p.m. Motion carried: 5-0.

MOTION: Wutt moved, Weidmann second, to adjourn the meeting of the Health and Human Services Board at 4:45 p.m. Motion carried: 8-0.

Respectfully submitted,

Andrew J. Kallin  
Secretary